

DIOCESE OF PAISLEY
RE-OPENING OUR CHURCHES

DURING ALL 4 PHASES

Please make clear to our Parishioners:

- The Dispensation from attending Sunday Mass continues
 - the need for restricted entry to church buildings
 - the need for socially-distanced seating
(social distance is always 2 metres)
 - the need for face coverings to be worn at all times in church

SAFEGUARDING

- Ensure safeguarding processes are in place, following national advice
 - Provide Safeguarding information leaflets to volunteers
 - Direct volunteers to online Safeguarding training provided by Scottish Catholic Safeguarding Service

OUR CURRENT STATUS

- **We are currently in Phase 1 of the Re-Opening of our Churches**
- **The First Minister will make an announcement on Thursday 18th June on whether the country can move to Phase 2**
- **THE EARLIEST OUR CHURCHES MIGHT RE-OPEN WILL BE SUNDAY 21ST JUNE FOR PERSONAL PRAYER**

For this to happen in any parish we will need:

Volunteers trained on safety measures required

- a) to guide parishioners to enter and exit the building**
- b) to sanitise the church safely**
- c) to arrange volunteer rotas for the advertised times of private prayer.**

Re-OPENING OUR CHURCHES

PHASE 1

WE ARE CURRENTLY IN PHASE 1

Scottish Government advice

- No public gatherings permitted except for meetings of two households, outdoors and with physical distancing.
- Funerals can take place with limited number of attendees at Cemetery or Crematorium.

PASTORAL MINISTRY ACTIVITY

- Church buildings are closed
- Mass continues to be celebrated in private
- **Sacrament of Reconciliation** where space allows for it to take place safely.
 - This must be in a **good-sized room** where social distancing can be maintained and which guarantees the seal of confession
 - or
 - **outdoors** where social distancing can be maintained and the seal of confession can be guaranteed.
- Mass and other services are shared digitally where possible
- Parish outreach activities continue in line with public health advice
- Hospital chaplaincy continues in line with public health advice
- Teachers return to school buildings

DURING PHASE 1 PREPARATIONS FOR PHASE 2

In order to move to Phase 2 we must:

Church Buildings:

- **Agree restricted church capacity and safe entry/exit routes**
 - The preference, where possible, is for a one-way system for entering and exiting the Church
- **Obtain sanitising materials** and basic PPE for volunteers. The parish will provide these. (face masks, gloves, aprons for cleaners)
- **Recruit and train volunteers** on safety measures required (online or on paper)
 - a) to guide parishioners to enter and exit the building
 - b) to sanitise the church safely once church opening times are known, arrange volunteer rotas for the advertised times of private prayer.

N.B.:

1. Volunteers should be known personally to the Parish Priest

2. Please note that the following are excluded from being volunteers:

- Anyone under the age of 18.
 - Anyone over the age of 70.
 - Anyone who has underlying health conditions which require shielding.
 - Anyone who has a long-term health condition which requires the annual flu vaccination.
 - **Anyone who is Listed and Barred from any paid or voluntary role with children or adults.**
 - **Anyone who is a Registered Sex Offender**
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- Please ensure that all **paper or card leaflets, hymnbooks, books, etc.** are removed from the Church prior to re-opening.
 - Please alert parishioners to the fact that any **toilets in the church or hall must remain closed** and are not available for use.
 - It will not be permitted to light **votive candles** and these **should be removed** from the church prior to re-opening to limit the risk of cross contamination.

Outreach and Pastoral Activity:

- It is very important to remember those who have died during the pandemic.

Connectivity:

- Identify parishioners requiring support (e.g., the sick and housebound) ensuring that appropriate safeguarding measures are in place.

PHASE 2

**If the First Minister's announcement on Thursday 18th June permits,
we will then enter
PHASE 2**

Scottish Government advice

- Places of worship open for private prayer under physical distancing rules and hygiene safeguards.
- Allow funerals, marriages and other types of ceremonies to take place with minimal number of attendees.

PASTORAL MINISTRY ACTIVITY

- **Churches may open for private prayer** at certain times in line with public health advice
 - Parishioners may only pray at their designated pew, and should not move around the church to visit altars or statues.
- **Mass continues to be celebrated in private** and therefore should only be celebrated out with the opening times for the church.
- **Baptisms, Marriages & Funeral Masses may take place in churches,** with limited numbers attending (a **maximum of 12 people**) and appropriate stewarding and sanitising procedures in place.
- **Sacrament of Reconciliation** where space allows for it to take place safely.
 - This must be in a **good-sized room** where social distancing can be maintained and which guarantees the seal of confession. Confession boxes should not be used due to poor airflow.
 - **or**
 - **outdoors** where social distancing can be maintained and the seal of confession can be guaranteed.
- Parish outreach activities continue in line with public health advice.
- Hospital chaplaincy continues in line with public health advice.

LITURGICAL GUIDELINES FOR PHASE 2

Funeral Masses/Liturgies

- A Funeral Mass may be celebrated in the church with closest relatives/ friends in attendance. **The maximum number of people allowed is 12.** This limit is Diocesan policy.
- No singing is permitted due to the easier spread of the virus
- No pall or Christian symbols should be placed on the coffin.
- No incense should be used.
- Holy Water may be sprinkled on the coffin.
- **The priest should proclaim the readings himself.**
- No other ministers, including deacons, may be on the sanctuary, or participate at the Altar.
- **Distribution of Holy Communion**
 - **Instructions on Reception of Holy Communion** - only on the hand- should be explained before the Communion procession begins.
 - Both priest and the communicant should wear a mask;
 - Use the short formula for distribution of Holy Communion.
 - Place the consecrated host in the communicant's hand.
 - The communicant should step to the side; pull down their mask and consume the host.
 - The communicant should then move further away from the priest for their private prayers.

Baptisms

- **The maximum number of participants is 12.**
- The 2-metre distancing must be maintained.
- Please have volunteers available to direct people, and to clean the Church after the celebration.
- Please celebrate the entirety of the sacrament in one place, i.e. no procession from the entrance of the church etc.
- Masks should be worn at all times by everyone in attendance (children under 5 excepted)
- Only the adult holding the child should be at the font with the priest.
- The **anointings** should be done with cotton wool or cotton buds.
- If the christening shawl is used, please allow a family member to place it on the baby.
- For the actual baptism, the priest should maintain a safe distance from the person holding the child and should continue to wear his mask.
- If possible, allow the Godparent to light the baptismal candle from the paschal candle. If this is not safe/possible, the priest should use a taper to light the baptismal candle from the paschal candle. Do not pass the baptismal candle between the priest and the godparent.
- The priest should not hold the child for photographs etc.
- A **Baptism Certificate** should be e-mailed to the family: paper copies should not be issued in this Phase.

Marriage

- **The maximum number of participants is 12 for our Diocese.**
- **The priest must wear a mask when in proximity to people.**
- **All guests must maintain social distancing.**
- **No singing is permitted due to the easier spread of the virus**
- The Priest must maintain 2 metres distance from the couple for the exchange of vows.
- Keep witnesses at the same distance.
- For the blessing and exchange of rings, rings are to be previously been placed on a table. The Couple can take the ring and place it on their spouse's finger.
- Couples, if receiving Holy Communion, should do so as per national guidelines, these having been explained to them.
- No one but the priest should receive from the chalice.
- **The priest should proclaim the readings himself.**

Signing of the Schedule and register.

- It may be necessary to have 5 pens available, **or**, if using one pen, it must be sanitised with wipes after each signing.
- The Schedule should be on a table from where each person can maintain social distance.
- No photographs should be taken with everyone standing together.
- The signing of the Register **DOES NOT** take place at the Altar - to avoid cross contamination for the priest.